

AGENDA

ANNUAL COUNCIL MEETING

Date: Wednesday, 15 July 2020
Time: 7.00 pm
Venue: Remote meeting via Skype*

Quorum = 16

RECORDING NOTICE

Please note: this meeting may be recorded and may be published on the Council's website.

At the start of the meeting the Mayor will confirm if all or part of the meeting is being audio recorded. The whole of the meeting will be recorded, except where there are confidential or exempt items.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this recording will be retained in accordance with the Council's data retention policy.

Therefore by attending the meeting and speaking at Council you are consenting to being recorded and to the possible use of those sound records for training purposes.

If you have any queries regarding this please contact Democratic Services.

INFORMATION FOR THE PUBLIC

*Members of the press and public can listen to this meeting live. Details of how to join the meeting will be added to the website after 4pm on Tuesday 14 July 2020.

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1. Prayers

The Mayor's Chaplain will say prayers.

2. Apologies for Absence

Apologies for absence from Members will be announced.

3. Declarations of Interest

Councillors should not act or take decisions in order to gain financial or other material benefits for themselves or their spouse, civil partner or person with whom they are living with as a spouse or civil partner. They must declare and resolve any interests and relationships.

The Chairman will ask Members if they have any interests to declare in respect of items on this agenda, under the following headings:

(a) Disclosable Pecuniary Interests (DPI) under the Localism Act 2011. The nature as well as the existence of any such interest must be declared. After declaring a DPI, the Member must leave the meeting and not take part in the discussion or vote. This applies even if there is provision for public speaking.

(b) Disclosable Non Pecuniary (DNPI) under the Code of Conduct adopted by the Council in May 2012. The nature as well as the existence of any such interest must be declared. After declaring a DNPI interest, the Member may stay, speak and vote on the matter.

(c) Where it is possible that a fair-minded and informed observer, having considered the facts would conclude that there was a real possibility that the member might be predetermined or biased the Member should declare their predetermination or bias and then leave the room while that item is considered.

Advice to Members: If any Councillor has any doubt about the existence or nature of any DPI or DNPI which he/she may have in any item on this agenda, he/she should seek advice from the Monitoring Officer, the Head of Legal or from other Solicitors in Legal Services as early as possible, and in advance of the Meeting.

4. Appointment of Mayor

To confirm the appointment of Councillor Paul Stephen as Mayor for the civic year 2020/21.

5. Appointment of Deputy Mayor

To confirm the appointment of Councillor Benjamin A Martin as Deputy Mayor for the civic year 2020/21.

The outgoing Mayor will hand over to the new Mayor who will chair the rest of the meeting

6. Vote of thanks to retiring Mayor

A vote of thanks will be given to the retiring Mayor, Councillor Ken Ingleton, and the retiring Mayoress, Mrs Mick Ingleton.

The retiring Mayor is invited to say a few words about their Mayoral Year.

7. Vote of thanks to retiring Deputy Mayor

A vote of thanks will be given to the retiring Deputy Mayor, Councillor Roger Clark.

The retiring Deputy Mayor is invited to say a few words about their term as Deputy Mayor.

8. Establishment of Committees and their Terms of Reference 5 - 22

To agree the Council's Committees and their terms of reference.

9. Allocation of Committee Seats and Committee Appointments for 2020/21 23 - 28

To agree the allocation of Committee seats and appoint membership of Committees for the municipal year 2020/21.

Appendix II and III to follow.

10. Borough Council Nominations to Outside Bodies, Trusts administered by Swale Borough Council and Statutory Bodies 29 - 32

To confirm Borough Council nominations to outside bodies, trusts administered by Swale Borough Council and statutory bodies.

Appendix I to follow.

11. Confirmation of Timetable of Meetings 2020/21 33 - 38

To note the timetable of meetings in the municipal year 2020/21 which was agreed at the Council meeting held on 26 February 2020.

12. Amendments to Council Procedure Rules - Leader's Statement

Report to follow.

Issued on Tuesday, 7 July 2020

The reports included in Part I of this agenda can be made available in **alternative formats**. For further information about this service, or to arrange for special facilities to be provided at the meeting, **please contact DEMOCRATIC SERVICES on 01795 417330**. To find out more about the work of Council, please visit www.swale.gov.uk

**Chief Executive, Swale Borough Council,
Swale House, East Street, Sittingbourne, Kent, ME10 3HT**